



Embassy of the United States of America

Republic of Serbia
Belgrade, September 11, 2013

Dear Prospective Quoter:

SUBJECT: Solicitation Number S-RB100-13-Q-0722

Enclosed is a Request for Quotes (RFQ) for a passenger vehicle. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 18 that follows this letter.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

In order for a quotation to be considered, you must also complete and submit the following:

1. SF-18 Blocks 12, 17, 19-24, and 30 as appropriate
2. Section 1, II. Prices
3. Section 5, Representations and Certifications;
4. Additional information as required in Section 3, Solicitation Provisions.
5. Your company DUNS number
6. System for Award Management (SAM) registration
7. All quotes and supporting documentation must be printed/copied double sided where possible.

Instructions on how to apply for a DUNS number and register in SAM are available at:

<http://serbia.usembassy.gov/solicitations/register-your-company.html>

All responsible sources may submit a response which, if received on time, shall be considered. Quotations are due by 12:00 noon local time on September 25, 2013.

Direct any questions regarding this solicitation to Zoran Djordjevic by fax +381-11/706-4166 or email at BLG-Procurement@state.gov.

Sincerely,

Elizabeth Konick
Contracting Officer